

MARYLAND

REVISED

STATE BOARD OF ELECTIONS

P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840

Gilles W. Burger, Chairman
Thomas Fleckenstein, Vice Chairman
Joan Beck
Bobbie S. Mack



Linda H. Lamone
Administrator

Ross Goldstein
Deputy Administrator

February 12, 2007

State HAVA Funding Reports
U.S. Election Assistance Commission
1225 New York Avenue, NW – Suite 1100
Washington, DC 20005

To Whom It May Concern:

I am pleased to submit to the Election Assistance Commission the amended Financial Status Reports (Form 269) for the Maryland State Board of Elections detailing the use of the Help American Vote Act (HAVA) grant money. Three amended reports are being submitted—Title 1 Section 101 for calendar years 2003 through 2005. All of the enclosed reports are amended to show interest earned on the federal funds.

Please do not hesitate to contact me at (410) 269-2848 should you have any questions.

Sincerely,

Jessica E. Jordan
Budget Officer

Attachments

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Gilles W. Burger, Chairman
Bobbie S. Mack, Vice Chairman
Joan Beck
Andrew Jezic
A. Susan Widerman



Linda H. Lamone
Administrator

Ross Goldstein
Deputy Administrator

January 24, 2007

By U.S. and Electronic Mail

Edgardo Cortés
Election Research Specialist
U.S. Election Assistance Commission
1225 New York Avenue, N.W., Suite 1100
Washington DC 20005

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Dear Mr. Cortés:

Pursuant to your memorandum to State HAVA Coordinators dated January 11, 2007, this correspondence serves as a request for an extension of the January 26, 2007, filing deadline. While we have attempted to comply with the original deadline, we are not able to meet the deadline for the following reasons:

1. Because the amended returns must be based on federal fiscal years and the current accounting system does not generate reports based on the federal fiscal year, it is necessary to review all monthly reports and compile the requested information month by month. This is a time-consuming and manual process and is taking longer than expected.
2. The 2007 Session of the Maryland General Assembly commenced on Wednesday, January 10, 2007, and requires significant staff resources to monitor election-related legislation and prepare for and defend the agency's FY08 budget.
3. Fourteen days is not sufficient to complete the amended reports in light of the other activities occurring in the office. (I received the requests for amended returns on January 14, 2007.)

According to my staff, we expect to be able to complete the revised reports by Friday, February 16, 2007.

Thank you for considering my request, and I look forward to receiving the requested extension. If you have any questions concerning this request, please contact Nikki Baines Trella at 410-269-2843.

Sincerely,

Linda H. Lamone
Administrator

FINANCIAL STATUS REPORT (Long Form)

(Follow instructions on the back)

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COMMISSION

1. Federal Agency and Organizational Element to Which Report is Submitted Election Assistance Commission		2. Federal Grant or Other Identifying Number Assigned By Federal Agency 39.001, Title I, Section 101		OMB Approval No. 0308-0039	Page of 19
3. Recipient Organization (Name and complete address, including ZIP code) Maryland State Board of Elections, 151 West Street Suite 200, Annapolis Maryland 21401					
4. Employer Identification Number [REDACTED]	5. Recipient Account Number or Identifying Number [REDACTED]	6. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		7. Basis <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual	
8. Funding/Grant Period (See instructions) From: (Month, Day, Year) 4/11/2003		9. Period Covered by this Report From: (Month, Day, Year) 1/1/2005		To: (Month, Day, Year) 12/31/2005	
10. Transactions:		I Previously Reported	II This Period	III Cumulative	
a. Total outlays		4,019,724.99	287,048.41	4,306,773.40	
b. Refunds, rebates, etc.				0.00	
c. Program income used in accordance with the deduction alternative				0.00	
d. Net outlays (Line a, less the sum of lines b and c)		4,019,724.99	287,048.41	4,306,773.40	
Recipient's share of net outlays, consisting of:					
e. Third party (in-kind) contributions		3,393,190.08	69,102.18	3,462,292.26	
f. Other Federal awards authorized to be used to match this award				0.00	
g. Program income used in accordance with the matching or cost sharing alternative				0.00	
h. All other recipient outlays not shown on lines e, f or g				0.00	
i. Total recipient share of net outlays (Sum of lines e, f, g and h)		3,393,190.08	69,102.18	3,462,292.26	
j. Federal share of net outlays (line d less line i)		626,534.91	217,946.23	844,481.14	
k. Total unliquidated obligations					
l. Recipient's share of unliquidated obligations					
m. Federal share of unliquidated obligations					
n. Total Federal share (sum of lines j and m)				844,481.14	
o. Total Federal funds authorized for this funding period				5,884,303.00	
p. Unobligated balance of Federal funds (Line o minus line n)				5,039,821.86	
Program Income, consisting of:					
q. Disbursed program income shown on lines c and/or g above					
r. Disbursed program income using the addition alternative					
s. Undisbursed program income					
t. Total program income realized (Sum of lines q, r and s)				0.00	
11. Indirect Expense	a. Type of Rate (Place "X" in appropriate box) <input checked="" type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> Fixed				
	b. Rate	c. Base	d. Total Amount	e. Federal Share	
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation. Line 10o includes cumulative interest totaling \$247,572.					
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.					
Typed or Printed Name and Title JESSICA JORDAN BUDGET DIRECTOR			Telephone (Area code, number and extension) 410-269-2848		
Signature of Authorized Certifying Official [Signature]			Date Report Submitted March 7, 2007		

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269-104

Standard Form 269 (Rev. 7-97)

Prescribed by OMB Circulars A-102 and A-110

**Help America Vote Act
Federal Fund Reporting
Title I, Section 101
Calendar Year 2005**

Purpose/Explanation	Federal Fund Amount	State Fund Amount	County Fund Amount
Salaries for three HAVA-funded positions	53,831.22		
Lessons Learned from the 2004 General Election	\$3,949.20		
Travel expenses for HAVA conferences, training, and for HAVA-funded employees overseeing local elections	\$718.40	\$269.20	
Implementing the election improvements required by HAVA mandated that the State acquire larger office space to accommodate the personnel and equipment associated with election improvement.	\$24,450.00		
Instituting the new administrative complaint procedure for the 2004 election cycle	\$327.20		
Project Management for the voting system implementation	124,870.21		68,832.98
In 2005, Maryland began improving the election judges' training manual for statewide distribution using industry best practices for educational materials	\$9,800.00		
Total Calendar Year 2005 Expenditures	\$217,946.23	\$269.20	\$68,832.98

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Date Submitted: March 7, 2007